

**Highlights:**

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## Summary of Accomplishments for 2011

The Department of Planning and Building is responsible for reviewing all land use and development proposals, including zoning entitlement processing, technical review of construction drawings, issuance of building permits, field inspections, as well as code enforcement and neighborhood preservation functions. In 2011, we provided a variety of services to the public and accomplished the following:

- Received 155 zoning entitlements for processing
- Performed over 1,371 building plan reviews
- Issued over 8,250 building permits
- Conducted over 31,777 building, mechanical, electrical, plumbing, and certificate of occupancy inspections
- Responded to 2,569 code enforcement cases
- Conducted 6,400 code enforcement inspections
- Responded to approximately 49,000 phone and walk-in inquiries, and
- Processed over 58,000 phone contacts in the permit and plan check section

Congratulations to the Planning and Building Staff for a great year!

## Beach and Edinger Corridors Specific Plan

The award winning Beach and Edinger Corridors Specific Plan received recognition from both the Orange County Chapter of the American Planning Association with an award of Outstanding Planning Project. Shortly afterward, the City was awarded an Award of Merit from the California Chapter of the American Planning Association again recognizing the BECSP. The Specific Plan is designed to be results oriented. It offers streamlined project approval, no floor area ratio or density caps and includes reduced parking standards. Launching transformation of the corridors, two major mixed use projects have already been approved. These projects add 872 apartment units, 20,000 square feet of commercial and public open space. The most recently approved project is a 173 unit apartment complex in the Neighborhood Parkway Segment of the Specific Plan located on Beach Blvd. between Utica and Adams.

In the pipeline is a pending mixed use project is located at the southeast corner of Beach and Ellis, which proposes 8,500 square feet of commercial development and 274 apartment units including six live work units. This project will be considered by the Planning Commission in the near future. In total, 4,500 residential units, 738,400 square feet of commercial, 112,000 square feet of office and 350 hotel rooms are permitted within the Plan's 459 acres. A total of 1,045 residential units have been approved to date. Given the approved development and continued development processing and interest demonstrates that the Beach and Edinger Corridor will be a highly successful for Huntington Beach transforming the City's two major corridors.

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**CITY OF HUNTINGTON BEACH QUALITY SERVICE MISSION STATEMENT:**

"To maintain a safe community, a high quality of life, the most cost-effective and highest quality service, facilities, and products in response to the changing needs of our community."

## Advance and Current Planning



***The Village at Bella Terra***

The Planning Division staff worked on numerous projects in 2011 including:

- City Council approved the Sunset Beach Specific Plan and Annexation, and Beach-Warner Mixed Use Project EIR
- City Council approved two Zoning Text Amendments related to political signs and kennels in residential zones; a Zoning Map Amendment for two surplus parcels at the Gothard Street city Yard; and a Local Coastal Program Amendment for various minor amendments
- Planning Commission reviewed 25 items at study sessions and processed 48 applications/items at 19 meetings which included: The Boardwalk Apartments (former Levitz site), Beach-Warner Mixed Use Project EIR, Beach-Ellis Mixed Use EIR, Wireless Communication Facilities ZTA, Pacific Mobile Home Park Subdivision, Bella Terra Mixed Use Project Tentative Map, Atlanta Ave. Widening MND, and several restaurant entertainment requests
- Zoning Administrator acted on 27 applications at 20 meetings
- Design Review Board acted on 17 applications at 8 meetings
- Development Assistance Team reviewed 41 issues/concept plans at 30 meetings
- Project Review Staff meetings where 161 issues/entitlements were discussed
- Planning staff processed 26 Administrative Permits and 2 lot line adjustments
- 32,088 public hearing notices were mailed
- Received approval for the Village at Bella Terra Plan Amendment
- Completed the Supplemental Draft EIR for the Senior Center project and distributed for public review
- California Coastal Commission approved the Downtown Specific Plan Update Local Coastal Program Amendment
- Commenced CEQA process for the Center Ave. Skate Park, Brookhurst and Adams Intersection Improvements, and Plastic Bag ordinance
- Continued efforts to enhance customer service and participated in the City's award winning 10-Point Plan for Businesses
- The Division also worked on a number of ongoing and recurring projects such as the Department's web site, continuing budget challenges, department newsletter
- Reviewed/responded to environmental documents prepared by other jurisdictions
- Provided staff support for the Historic Resources Board, Environmental Assistance Committee, and Southeast Area Committee
- Continued the Sire Program (scanning of Planning Division files/documents)
- Finally, in terms of notable outreach and training, the Advance Planning staff participated in the following:
  - Scheduled cross-training workshops for city staff
  - Presented a review of major projects to the Orange County Board of Realtors
  - Provided a training session on Air Quality Issues and Regulations to the Huntington Beach Leadership Academy



***Beach and Edinger Corridors Specific Plan***

***Downtown Specific Plan Update***



## Planning Counter Activity

- Provided customer service to an estimated 6,610 (26/day avg.) telephone calls and 8,702 (34/day avg.) walk-in zoning inquiries
- Received 155 zoning and entitlement applications for processing
- Performed 857 over-the-counter plan checks and 620 plan checks for zoning compliance; plus 160 grading and 47 landscaping plans
- Processed 715 certificates of occupancy for new and change of business.
- Processed 41 requests for address assignments
- Issued 8 letters confirming property exemptions from flood insurance and 56 zoning conformance letters
- Processed 75 Temporary Sign Permits and 80 Temporary Activity Permits
- Received 780 (3/day avg.) calls inquiring about flood information
- Mailed approximately 8,280 flood information brochures to properties in floodplain
- Received and responded to 29 citizen inquiries via Surf City Pipeline



## Permit and Plan Check Services Activity

- Provided customer service to 19,684 counter customers (80/day)
- Answered over 58,000 phone contacts
- Reviewed and approved 8,252 permits with a construction valuation of \$145,365,118
- Performed 834 over-the-counter building plan reviews
- Performed 537 large or complicated building plan reviews
- Performed 1,298 plumbing, mechanical and electrical plan reviews
- Processed 768 certificates of occupancy for new and change of business
- Scheduled and conducted 491 counter appointments
- Mailed approximately 8,252 permit notification letters and 4,661 inspection reminder letters
- Mailed 731 Notice of Non-Compliance letters
- Received and responded to 26 citizen inquiries via Surf City Pipeline
- Prepared all public records, except plans, to be available via the kiosk
- 3,705 Customers accessed SIRE documents using department kiosk system



## Inspection Services Activity

- Performed 31,777 building, mechanical, plumbing, electrical, and certificate of occupancy inspections annually (avg. 150/day)
- Processed 17,040 telephone inquiries
- Conducted 60 inspection meetings/training sessions - reviewed 260 issues/topics
- Attended 12 Public Nuisance Task Force meetings
- Issued 530 actions on a property either 30 Day Notice or Administrative Citation
- Conducted 153 Counter meetings/appointments with customers
- Conducted 104 Field Meetings with Developers and contractors
- Integrated Landscape Inspections into the Division



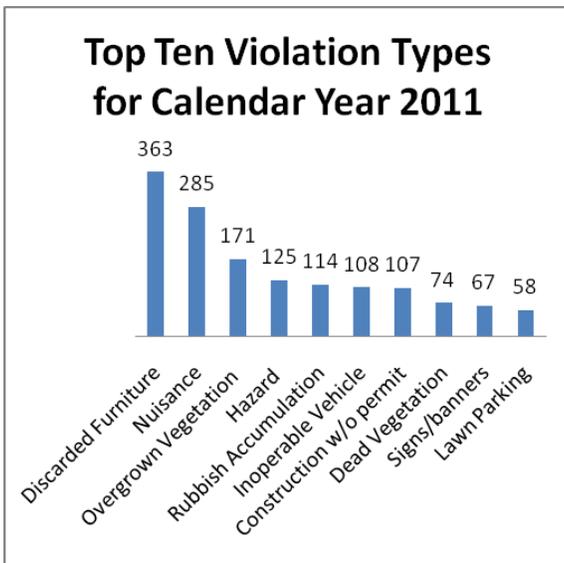
## Code Enforcement/Neighborhood Preservation



The Code Enforcement/Neighborhood Preservation Division continued its efforts in maintaining and improving the City's quality of life through education, communication, and enforcement actions. Throughout the year, the division opened 2,569 new cases, conducted 6,400 inspections, and resolved 2,718 cases.

- Received/returned over 14,000 phone calls (receiving/responding to complaints, follow-up with violators/complainants, and providing general information/resource referrals to the public about Code Enforcement and Neighborhood Preservation)
- Initiated 1,641 proactive cases to address violations observed by officers before receiving a complaint from citizens, and responded to 928 service requests from residents to address code enforcement violations
- Conducted 18 on-site visits with property owner groups, explaining code requirements and providing resource referrals to assist them in their effort to maintain their properties to the City's standards
- Issued 1074 Notices of Violation to encourage voluntary compliance and 18 citations for non-compliance when voluntary compliance was not achieved
- Coordinated efforts with the Public Nuisance Task Force to address 34 nuisance properties with the cooperation of Police, Fire, Building, Public Works, and the City Attorney's Office
- On average:
  - ✓ Gained compliance and successfully resolved violations within 30 days
  - ✓ Responded to 74% of all complaints in one day or less
  - ✓ Inspected 84% of all complaints within 48 hours

## Breakdown of Top 10 Code Enforcement Complaints



| Violation               | Total | % of total violations |
|-------------------------|-------|-----------------------|
| Discarded Furniture     | 363   | 18.6%                 |
| Nuisance                | 285   | 14.6%                 |
| Overgrown Vegetation    | 171   | 8.8%                  |
| Hazard                  | 125   | 6.4%                  |
| Rubbish Accumulation    | 114   | 5.8%                  |
| Inoperable Vehicle      | 108   | 5.5%                  |
| Construction w/o permit | 107   | 5.5%                  |
| Dead Vegetation         | 74    | 3.8%                  |
| Signs/banners           | 67    | 3.4%                  |
| Lawn Parking            | 58    | 3.0%                  |